PRINTING AND PHOTOGRAPHY GROUP
WEEKLY REPORT FOR PERIOD OF
06 September 1988 - 13 September 1988

I. Status of Tasks Assigned by Senior Management:

None.

II. Items or Events of Major Interest that have Occurred During the Preceding Week:

A. Work related to Family Day activities continues to come in daily to the Office of Logistics, Printing and Photography Group. P&PG is trying to schedule all jobs for Family Day as they come into the plant. These jobs contain agendas, indicate areas which are to be opened and their times, speakers and guests in the auditorium and numerous other events.

B. The Office of Logistics, Printing and Photography Group continued its expansion of the bar coding project last week with several new hand held bar code readers being distributed to Etecs and Bindery and Reproduction Center (B&RC). Also, two new Intermec 8625 Bar Code Label Printers were installed in the same locations. Training sessions will be held this week on the printing of bar code labels with the Intermec Printer. The focus of this project is to further automate the compilation of production statistics within P&PG.

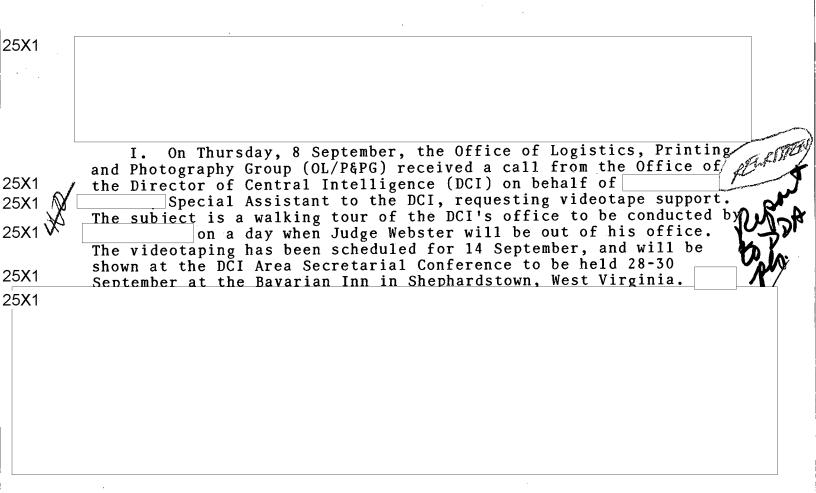
C. The Office of Logistics, Printing and Photography Group (OL/P&PG) has been testing the electronic version of collecting copier meter readings by placing bar coded labels on a small group of copiers. The labels have a bar coded serial number unique to each copier and by scanning the serial number with a bar code reader and keying in the meter reading, this data can be uploaded into the Agency Copier Management Program data base automatically. So far, testing has gone well. Complete implementation is planned for 26 September 1988 when it will be possible to collect all of the Agency's copier meter readings through the use of the bar code scanners.

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content. Th	is ongoing proje few months. Pa	ct could tie PG held a mee	minor changes t up at least one ting on Monday,	compos 12
September, to the Comptrol	o discuss this i lers office.	ssue with ren	resentatives fro	m CPAS
and Analytic	al Support (CPAS	s) tasked the	ice of Current F Office of Logist	tics,
a multi-colo Warsaw Pact	r map for use ir	ı a Congressio laser color c	with producing 5 nal briefing cor opier and overti	ncernin
used to sati	siy the next-day	COD deadline		



IV. Management Activities and Concerns:

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- A. On Friday, 9 September, two supervisors from the Office of Logistics, Printing and Photography Group OL/P&PG) drove to Carlstadt, New Jersey, at the invitation of Fuji Photo Film U.S.A., Inc., to view their 23VE enlarger/processor. The supervisors found the mini-lab to be very promising. The Fuji mini-lab is the only one on the market today with cropping abilities and a monitor preview system that enables the operator to see the actual print cropping and color balance before it is processed. The Fuji mini-lab would enable the P&PG to print awards jobs and custom printing jobs without print testing, saving time, labor and materials.
- B. As of late Friday, 9 September, the Office of Logistics, Printing and Photography Group had four priority jobs, totaling more than 1,800 prints, awaiting production via the color laser copier. Two of these priorities were already late, and the other two were due on 12 September. Overtime was used during the weekend to

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satisfy these requirements. While the laser produce	s a highly
acceptable product at less cost and with quicker tur	naround than
more conventional reproduction methods, it has opene	d the door to a
whole new production consideration. In addition to	the walk-in
customers, some of whom are capable of self-service	and others that
require assistance, the types of jobs referenced abo	ve are vying
with traditional production activities for production	n personnel
time.	

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